

**Minutes of the Salhouse Parish Council meeting
held at 7.30pm on Wednesday 3rd May 2017
At Salhouse Primary, Cheyney Avenue, Salhouse**

Present: Martin Murrell (Chairman), Colin McCormick, Martin Nudd, Robert Cooper, Colin Thomas, Nick Ball, Reg Reeve and Julie Redburn

In Attendance: Sarah Martin, Parish Clerk

Members of Public: 5

1. To elect the Chairman. The newly elected Chairman to sign the Chairman's Declaration of Acceptance of Office

Martin Murrell opened the meeting, and duly stepped down as Chairman and nominations were invited for the vacant position of Chairman. Colin McCormick nominated Martin Murrell; seconded by Bob Cooper. All present agreed and Martin Murrell accepted the position and duly signed the Declaration of Office form; witnessed by the Clerk.

2. To elect the Vice Chairman

The Chairman invited nominations for Vice Chair. Martin Murrell nominated Colin McCormick; seconded by Bob Cooper. All present agreed and Colin McCormick accepted the position.

3. To consider the co-option of new Parish Councillor

On the proposal of Colin McCormick; seconded by Julie Redburn, Steve Jarvis was approved as a co-opted Parish Councillor and the Chairman welcomed him to the Parish Council. Steve signed the Acceptance of Office, which was witnessed by the Clerk. Steve also completed the Declaration of Interests form. Steve joined the Parish Councillors.

4. Apologies for absence

Apologies had been received by Vincent Tapp and Fran Whymark, who had been withdrawn by Broadland District Council. Following the co-option of Steve Jarvis, this now leaves two vacancies for Parish Councillors to be filled.

5. Declarations of Interest in items on the agenda

Robert Cooper and Martin Murrell declared an interest as Trustees on the Salhouse United Charities Trust. Martin Nudd declared an interest in the ACV (supplementary agenda item).

6. Approval of the minutes of the Parish Council meeting of 3rd April 2017

The minutes of the Parish Council meeting of 3rd April 2017 were approved as a correct record on the proposal of Colin McCormick, seconded by Martin Nudd. The minutes were duly signed by the Chairman. These will be posted onto the website.

7. Matters arising not on this agenda

The supplementary agenda item will be discussed after item 19.

8. Public Participation and District Councillor and Police reports

- Cllr. Fran Whymark remarked that in a positive way he was happy to leave the PC in what was a struggling position to now 9 Councillors. He congratulated the PC in its move forward.
- Cllr. Whymark remarked that the NP will soon have its referendum and will benefit the village. It will have a financial gain in that CIL monies increase from 15% to 25%.

- NDR progress means road closures on Salhouse Road, and therefore disruptions as the major engineering works continue. There is support for the NDR to continue round, however ongoing ecological issues are still being considered.
- Local and general elections are coming soon.
- Rural Taskforce – ‘Operation Randall’ has grown from 6 to 23 officers and has caught people stealing lead from Church roofs.
- ‘Operation Gravity’, under Norfolk Police, has been successful in catching people dealing and transporting drugs into the County, whilst number plate recognition remains successful in the County.
- In the last few weeks BDC has been ranked in the top 100 not for profit Companies to work.

Chairman Martin Murrell, on behalf of the PC, thanked Cllrs. Whymark and Tapp for all their hard work whilst on Salhouse Parish Council.

There was no Police Report.

Jenny Rose reported dog fouling in the play area, and receiving an abusive reply from a dog walker when asked if her dogs mess was going to be cleared up.

Martin Murrell explained that dog fouling signage will be looked into amongst other play area signage as part of the playing field project.

9. To consider a verbal report of matters arising from the Annual Parish Meeting held on 19th April 2017 and agree actions required by the Parish Council

This was well attended and many reports were presents. There were no issues raised.

10. To consider and agree subcommittees for the Parish Council, and discuss any necessary training required

Discussions were had regarding subcommittees and working parties. There is already a Playing Field Management Group for which Martin Murrell, Colin McCormick and Bob Cooper are members. It was suggested to have committees for Highways, Planning, Playing Field and Finance. It was agreed to continue this at the next meeting, but to trial Planning meetings prior to the PC meeting for 6 months.

11. Progress reports relating to:

i) SAM2 speed monitoring equipment data report

A report from Salhouse Speedwatch had been circulated, but no comments were raised. It was noted the 3000 cars per day, and also highlighted the speed of the traffic. Speed signs can't return to a site within 3 weeks, and are limited to where they can be placed. The signs only have permission to be place in 40mph areas not 50mph.

ii) Highway and footpath matters – to include NDR

- HGV re-routing – Cantley sugar beet reported that whilst it can request good practice from drivers, once the lorries are emptied they cannot enforce it.
- Footpath 12 raised – question removal of barbed wire – Clerk to follow up, and report to BDC, with the view to arrange a meeting to look at overgrowing trees on footpath.

iii) Team Salhouse Report

A report was circulated – no comments raised.

12. To consider a planning report and agree recommendations on the following planning applications

None

Colin McCormick read out his report, which had also been circulated.

i) 20170600 – High Oak Equestrian, 26 Station Road, Salhouse, NR13 6NX

Proposed Riding Area/Manege

Resolution: No Objection

Proposed Colin McCormick; seconded Reg Reeve, all agreed.

ii) Consider response to BDC re: electronic changes to planning applications

Discussions were had regarding the changes, and a response agreed for the Clerk to submit objecting to the changes.

iii) Any other planning matters

None. It was agreed to review Parish Online once a planning committee was set up.

13. To consider the notes and matters arising from Playing Field Management Group

A meeting was held on site between Heritage and Shared Access, and was agreed that each party would communicate with each other and SUCT, and to agree what is happening and when. Shared Access start work on site on 15th May, and it is planned to take 2 weeks and then to hand over to the operators. A schedule of works is still to be received regarding the pavilion. Bob Fell from BDC attended the PFMG meeting to talk about CIL and S106 monies and what they can be used for. A meeting is to be arranged with Highways regarding the car park entrance. The toilet block is being costed for refurbishment or replacement. Sources of funding are being looked into for a MUGA.

The date of the next PFMG meeting is 21st June 2017.

14. To consider a report from the Neighbourhood Plan Steering Group

The NP has been approved by BDC and the Broads Authority, and a public notice is to be placed on the notice boards. BDC is to set the date for the referendum. Clerk to enquire with BDC if a banner can be placed at the Jubilee Hall in time for the election.

15. To consider the Defibrillator at the Jubilee Hall

- i. Installation of direct line to emergency services – To be investigated further and obtain costings
- ii. Purchase of new batteries – Colin Thomas investigated and batteries are due to be replaced in January 2018, so no need to purchase any at this time.

16. To consider progress report regarding supporting youth in Salhouse

- i. To discuss proposal for supporting School – Colin Thomas reported that the new classroom was scheduled to be built before Christmas. It was requested that the amended proposal be sent to the Charity Commission for a decision if the Charity monies can support this project.
- ii. To discuss YAB progress - An update report was requested from YAB, but no response received.

9.40pm – 1 parishioner left meeting

17. Accounts

i) Approval of Payments

The following payments were approved on the proposal of Bob Cooper; seconded by Julie Redburn:

S J Martin April Salary - £691.83 + Expenses £54.40	£746.23
HMRC April PAYE/NI	£3.46
Mr. P. Green - Inv: 830	£241.50
WI Donation- Annual Parish Meeting	£25.00

Salhouse SAGA- Leaflet printing Planning meeting 20/03/17 £8.50

NALC Subscription 2017/2018 * *payment agreed at Item 18* £275.65

ii) Monthly bank reconciliation report

The monthly bank reconciliation for April was approved and signed by Martin Murrell.

18. To consider annual membership renewal of the Norfolk Association of Local Councils or NPTS Subscription

Discussion held regarding the 2 renewals.

Resolution: It was resolved to stay with NALC for v2017/2018, at a subscription of £275.65

19. To consider and agree a policy for use of, including costings, for Parish Council notice board advertisements

Discussions were had regarding the original policy stating its charge for advertising. Questions asked:

Should the PC lock all notice boards: For = 5; Against = 2

Should the PC allow advertisements: For = All

It was agreed to charge £15 per annum for each advertisement. One off events would not be charged, however all requests must be authorised by the Clerk. Julie Redburn to help to put notices up.

20. To determine whether the Parish Council wishes to register an interest in acquiring the premises currently listed as an ACV.

It was put to a vote to which: For = 7; Against = 1

Martin Nudd sustained from voting as an interest had been declared.

Clerk to register the PC's interest with BDC, and to confirm the date of the end of the bid, and to enquire as to how much the property is for sale for.

21. To receive correspondence and agree response (if any)

NALC Newsletter (email)

Police Parish Newsletter

Broads Outdoor Festival Info 27/04/17

'How should Norfolk Grow' Invitation (email 19/04/17)

Community Action Newsletter

Spring Council Matters 2017 – Insurance Newsletter (Parish Online)

BDC Design and Enhancement Awards

BDC Planning Application – Electronic Consultation proposed changes

Broadland Council Training

CPRE Norfolk – Norfolk Alliance Meeting Invite

Parishioner email re overgrown bushes opposite shop

Parishioner email regarding school funding proposal

22. Public Right to Reply- adjournment of meeting for public to comment

Question asked if one off notice overrule paid notices on the notice boards? Chairman stated this would be monitored by Clerk and Julie Redburn.

23. Any items for the next Parish Council meeting to be held on Monday 5th June 2017 in the Jubilee Hall at 7.30pm

There being no further business the meeting closed at 10.06pm